

State of New Hampshire

DEPARTMENT OF SAFETY

John J. Barthelmes, Commissioner of Safety

Division of State Police

James H. Hayes Safety Building, 33 Hazen Drive, Concord, NH 03305 Telephone: 603-223-3850



July 27, 2016

Superintendent/Chief Executive Officer SAU 123 123 Street Anytown, USA 12345

Re: Education Background Search Results

Dear Sir/Madam:

In accordance with NH RSA 189:13-a, a New Hampshire state and federal criminal record search was conducted on the below listed individual. The results revealed a criminal history record, **falling under Section V** of NH RSA 189:13-a and accordingly, **shall not** be hired by a school administration unit, school district, or charter school.

NAME: DOB: NAME OF SCHOOL/SAU:

Should you have any questions regarding this letter, please contact our office at (603) 223-3867.

Sincerely,

NH State Police Criminal Records Unit